NIELSEN ENVIRONMENTAL

Employer Name: _____ Date: _____

Employee Name: _____

Employee Social Security account number: _____

Work Assignment: _____

☐Absenteeism
☐Tardiness
☐Failure to follow instructions
☐On-the-job use of intoxicating beverages or narcotics
☐Failure to obtain or renew license required for work
☐Careless and shoddy work
☐Refusal to work overtime or change of shift
☐Refused rehire offer
☐Safety (specify)_____

☐ Failure to maintain or safeguard employer's property
☐ Theft of company property
☐Assault or threating to assault another person
☐Decline or quality of work
☐Failure to achieve established job standards
☐ Willful neglect or damage to employer property or interests
☐Other (specify)_____
_____
_____

_____

Supervisor's Statement:_____

_____

_____

_____

Employee's Statement: _____

_____

_____

_____

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_____

The purpose of this warning notice is to bring to your attention and give you an opportunity to correct the issues listed above. If these discrepancies continue, it may result in your discharge.

Employee's signature does not indicate agreement with the above statement, but does indicate that these issues were discussed with the employee.

This is your ( ) First, ( ) Second, ( ) Final Warning.

Length of probationary period: _____

_____ _____ _____ _____

Employee Signature **Date** **Supervisor Signature** **Date**